

## **OLRC Governance Committee Meeting Minutes**

**March 3, 2023**

**121 N Main Street 2<sup>nd</sup> Floor Albion NY  
Board Room  
9:24 a.m.**

### **Draft**

#### **Committee Members Present:**

John Misiti, Vice Chairman  
Skip Draper, Treasurer  
John Fitzak Member  
Craig Tuohey, Member

#### **Committee Members Absent:**

Ed Urbanik, Member  
Carol D'Agostino, Member

#### **Also Present:**

Michael Dobell, CEO/CFO  
Gabrielle Barone, Vice President Development  
Kevin Zanner, OEDA Legal Counsel

- I. Roll Call----** The meeting was called to order by Chairman John Misiti at 9:24 a.m. Michael called the roll. Committee members Skip Draper, John Misiti, Craig Tuohey and John Fitzak were present, constituting a quorum of the Committee.
- II. Approval of Previous Governance Committee Meeting Minutes. (Electronic)**  
(None)
- III. Legal---**No report.
- IV. Old Business---**None.
- V. New Business**

#### **Board Self-Evaluation Surveys**

Michael noted that Board evaluations are to be completed by the Board members by March 15.

#### **Recommend or not Recommend the Guidelines and Policies**

The following policies and guidelines were presented to the Committee for review:

**Investment Policy:**

Skip Draper made a motion to recommend that the Board approve the Investment Policy without any changes to the current policy. The motion was seconded by Craig Tuohey and unanimously carried. (4-0-0). **M0323-001.**

**Real Property Acquisition Policy:**

Craig Tuohey made a motion to recommend that the Board approve the Real Property Acquisition Policy without any changes to the current policy. The motion was seconded by Skip Draper and unanimously carried. (4-0-0). **M0323-002.**

**Property Disposal Guidelines:**

John Fitzak made a motion to recommend that the Board approve the Property Disposal Guidelines without any changes to the current guidelines. The motion was seconded by Craig Tuohey and unanimously carried. (4-0-0). **M0323-003.**

**Procurement Policy:**

Craig Tuohey made a motion to recommend that the Board approve the Procurement Policy without any changes to the current policy. The motion was seconded by John Fitzak and unanimously carried. (4-0-0). **M0323-004.**

**Governance Committee Charter**

Michael presented the Governance Committee Charter. Skip Draper made a motion to recommend that the Board approve the Governance Committee Charter without any changes to the current charter. The motion was seconded by John Fitzak and unanimously carried (4-0-0). **M0323-005**

**VI. Adjournment**

Skip Draper made a motion to adjourn the meeting subject to Chairman's recall, seconded by John Fitzak. Motion Passed (4-0-0).

Respectfully Submitted,

Michael Dobell